APPLICATION LETTER

I am graduated from Jimma University, Institute of Technology in Master's degree in Civil Engineering specialization in Construction Engineering and Management on May 07, 2015 G.C. I am highly interested to apply at your institution to fully serve and accomplish all duties required by your institution with my professional knowledge and practical skill that I have gained.

This position particularly caught my eye, I have a strong software background, in AutoCAD, Microsoft office and Ms Project management and I had a good job experience as a Construction Engineer for 1 and ½ year in South Omo area. In addition I have been working as Planning Engineer in One of Ethiopian Construction Company named Tekleberehan Ambaye staring from September 14/2015 to December 20, 2016 in Planning & Monitoring Directorate as a planning and monitoring engineer in different building projects and at head office.

I have been looking for a job in a successful organization and this job seems to be exactly what I am looking for. It matches the skills, experience, and knowledge I have and I know I could fit in and contribute to the team.

Sincerely yours

Eyob Fantahun

CURRICULUM VITAE

I. Personal Information's

Name	:	Eyob Fantahun Urgessa
Date of birth	:	June 30 1981E.C
Age	:	27
Sex	:	Male
Place of birth	:	Meki
Current city	:	Addis Ababa
Nationality	:	Ethiopia
Marital status	:	Single
Address	:	Mobile 0911065539
		0913392420
		0930069821
		Email eyoeerht@gmail.com

II. Educational background

- Preparatory school : Meki catholic school (1998-99 E.C)
- Secondary school : Meki catholic school (1996-97 E.C)
- Primary school : Meki catholic school (1985-88 E.C)
- Kinderegarten school : KidaneMiheret kindergarten school (1987-1985 E.C.)

III. Academic achievement

- M.Sc. degree in Civil Engineering specialization in Construction Engineering and Management from Jimma University (May 2015 G.C.)
- B.Sc. degree in Water Resource Engineering from Hawassa University (2011 G.C.)

IV. SKILLS:

Language skill

- Excellent in Amharic: speaking, writing, listening and reading
- Excellent in English : speaking, writing, listening and reading

Computer skill

- Basic computer application skill (Microsoft office in detail)
- Basic skills of AutoCAD and MS project
- Basic skills of Conmics software

V. Professional Experience

- Planning Engineer at Government Higher officials Resident Building Project, Head Office and Government Communication Affairs Building Project in Tekleberehan Ambaye Construction Plc from September 14/2015G.C December 20, 2016

- Construction Engineer I at Omo Irrigation, Road & Water Supply Construction Project in South Water Works Construction Enterprise from October17 /2011 up to April 11/2013 G.C.

VI. Hobbies (interest)

- Reading books,
- Visiting historical places
- Walking and listening music

VII. Reference

- Dr. Girmay Kahssay Planning and monitoring Directorate at Tekeleberehan Ambaye construction plc. Email girmaykah@gmail.com
- Engineer Kelemua Balecha Planning and monitoring Department head at Tekeleberehan Ambaye construction plc. Email kelemcotm@yahoo.com
- Engineer Wondu Wodero Irrigation and Water supply head at South water works construction Enterprise. Mobile 0912686875

JIMMA UNIVERSITY

P.O.Box 378 ,Jimma , Ethiopia
Tel: (251)471 145860 or 047-1117822 Fax 251-47-1112206

Registrar Office

TEMPORARY CERTIFICATE OF GRADUATION

This is to certify that

EYOB FANTAHUN URGESSA

graduated from School of Graduate Studies

with M.Sc.

in Civil Engineering/Construction Engineering and managemenet/

on *May 07, 2015*

This certificate of graduation has been given pending the printing and issuance of the actual diploma.

Getachew Seyoum (PhD)
Senior Director for Student Affairs

Registrar Director

ተክለብርሃን አምባዬ ኮንስትራክሽን ኃ.የተ.የግ.ማ.
Tekleberhan Ambaye Construction P.L.C.
Tel: +251-11-849-42 37/ 896-48 10/ 896-48 09 Fax: +251- 442 61 46 P.O. Box 8291
E-mail: taconeng@ethionet.et አዲስ አበባ ፣ ኢትዮጵያ Addis Ababa, Ethiopia

ቁጥር TA-DC-2666-2009
Ref. No.

ቀን 27-12-2016
Date

To Whom It May Concern

This is to certify that Ato Eyob Fantahun Urgessa had been working in our Company,

- From Mesekrem 03, 2008E.C (September 14, 2015G.C) to Hidar 30, 2008E.C (December 10, 2015G.C) in a position of Planning Engineer III at Higher Government Authority Housing Building Project, Addis Ababa.
- From Tahisase 01, 2008E.C (December 11, 2015G.C) to Paguma 05, 2008 E.C (September 10,2016 G.C) in a position of Planning Engineer III at Head Office, Addis Ababa.
- From Meskerem 01, 2009E.C (September 11, 2016G.C) to Tikimet 30, 2009E.C (November 09, 2016G.C) in a position of Planning Engineer II at Head Office, Addis Ababa.
- From Hidar 01, 2009E.C (November 10, 2016G.C) to Tahisase 11, 2009E.C (December 20, 2016G.C) in a position of Planning Engineer II at Government Communication Affaires Building Project, Addis Ababa.

Ato Eyob Fantahun was earning a Gross Monthly Salary of Birr 6,277.00 (Six Thousand Two Hundred Seventy Seven) and Transport Allowance of Birr 1,000.00 (One Thousand) only.

All relevant taxes and pension contribution had been deducted from his salary and paid to the concerned government body.

We wish him every success in his future endeavors.

With best regards,

for

መሰለ ኃይሉ
Messele Hailu
የሠው ሀብት አስተዳደር አገልግሎት ኃላፊ
Human Resource Administration
Service Head

ተክለብርሃን አምባዬ ኮንስትራክሽን ኃ.የተ.የግ.ማ. * Tekleberhan Ambaye Construction P.L.C. * ዋናው መስሪያ Head Office Tel. +251-11-826 3420 4

በደቡብ ውሃ ሥራዎች ኮንስትራክሽን ድርጅት
South Water works Construction Enterprise
ኩራዝ መስኖ መንገድና መጠጥ ውሃ ማንቢታ ፕሮጀክት (ከመመመመ)
Kuraz Irrigation, Road & water supply construction Project(ከመመ)

ቁጥር OKSDP/ከመመ/ 8050
ቀን፡ Date: 11/08/08

ለሚመለከተው ሁሉ

ጉዳዩ፡- **የሥራ ልምድ ስለመስጠት፣**

የፕሮጀክታችን የሥራ ባልደረባ የሆኑት አቶ ኢዮብ ፋንታሁን ፕሮጀክቱ ያገለገልኩበት የሥራ ልምድ ማስረጃ ይሰጠኝ ሲሉ በቀን 10/08/2008 ዓ.ም በፃፉት ማመልከቻ ጠይቀውናል፡፡

ስለሆነም ከላይ በስም የተጠቀሱት ሠራተኛ በፕሮጀክታችን ከጥቅምት 6/2004 ዓ.ም እስከ ሚያዚያ 3/2005ዓ.ም በኮንስትራክሽን መሐንዲስ ደረጃ ፡ የሥራ መደብ ተመድበው የወር ደመወዝ ብር 3812.00 (ሦስት ሺ ስምንት መቶ አስራ ሁለት ብር) እየተከፈላቸው ሲያገለግሉ ቆይተው በገዛ ፈቃዳቸው ሥራ አስከሚለቁበት ቀን ድረስ ከሚከፈላቸው የወር ደመወዝ ላይ ለመንግስት የሚገባውን ሕጋዊ የሥራ ግብር የከፈሉ መሆናቸውን እየገለጽን በሚሄዱበት ሁሉ መልካም ዕድል እንዲገጥማቸው በመመኘት ይህን የሥራ ልምድ ማስረጃ ሰጥተናቸዋል፡፡

ከሠላምታ ጋር//

ግርማቸው በላይ አበራ
Girmachew Belay Abeka
የፕሮጀክት ሥራ አስኪያጅ
Project Manager

To Whom It May Concern

Subject:- **Giving Work Experience**

This is to certify that **Mr Eyob Fantahun** an employee of South Water Works Construction Enterprise Omo Kuraz Irrigation Road And Water Supply project from October 6/23, 2004 E.C up to April 3/2005 in the position of construction Engineer-I with monthly salary 3812.00 (three thousand eight hundred twelve birr).

All legal tax has been deducted from he's gross salary and for warded to local income tax office.

Furthermore, we can confidentially state that he has a very good manner and thoughtful personality.

Therefore, we recommended him without reservation for any position you may have in relation to the area of expertise and profession.

Finally, I wish best luck in his future live.

Truth fully!

ግርማቸው በላይ አበራ
Girmachew Belay Abeka
የፕሮጀክት ሥራ አስኪያጅ
Project Manager

Y.D
አድራሻ/Address: ሀና/ሃይሉውሃ (ሮሞሲ ንተበሌ)/ ደቡብ ኦሞ- ኢት/Hana, South Omo, Ethiopia.
+251916824623, +251912252952 ☎+251461192055

Certificate of Accomplishment

CONMIS

Conmis Engineering and Constructions P.L.C.

www.facebook.com/conmisengineering

This certificate is awarded to:

Eyob Fantahun

In recognition of successfully accomplishing 40 Hours training on the construction project management software:

ConMIS

Sponsored by:

TAC

Award Date: February 2016

Sintayehu Fenta
Training Director

TACON CENTER OF EXCELLENCE
(AUTHORIZED EDUCATIONAL INSTITUTE)

Presents this

CERTIFICATE OF PARTICIPATION

And awarded to

EYOB FANTAHUN

For Successful participation in

Capacity Building Training Programs
Held at TAF Corporate Group

Training Topics

- Construction works programming and project management(12 hours)
- Quantity Estimating and payment measurement(8 hours)
- Productivity resource utilization and cost minimization (4 hours)

ዮናስ ሀጎስ (ረ/ፕሮፌሰር)
ስራ. አስኪ.ያጅ
Yonas Hagos (Asst.Prof.)
General Manager

TACON CENTER OF EXCELLENCE PLC

TACON Center of Excellence, General Manager
July 28,2016

430027 RAHWANI CARDS®